



**MECKLENBURG COUNTY**  
Land Use & Environmental Services Agency  
Water & Land Resources  
Groundwater & Wastewater Services

**CONNECTING TO MUNICIPAL SEWER**

Following are instructions intended to aid those persons who wish to discontinue use of an on-site wastewater treatment & disposal system (septic system) and connect to municipal sewer service. The first section addresses situations where a Notice of Violation (NOV) has been issued for a failing septic system.

Oftentimes when a septic system fails there is little that can be done to “repair” the system. Depending on the available space, soil type, topography, well locations, and other site characteristics repair options may be limited. In situations where a septic system can not be repaired and municipal sewer service is available to the subject property, the property owner is instructed to connect to the municipal sewer system. Typically, a NOV is issued to the property owner and they are given thirty (30) days to mitigate public health & environmental hazards caused by a failing septic system.

1. After receiving instruction from Groundwater & Wastewater Services (GWS) the property owner should contact the Charlotte Mecklenburg Utilities Department (CMUD) to initiate the process for connecting to municipal sewer. The owner will need to complete an application for service and make payment for the sewer tap installation. Both of these steps can be done at the CMUD office, located at 5100 Brookshire Blvd. If a NOV has been issued, the property owner should provide a copy of the NOV to the CMUD representative when making payment for the sewer tap installation. Requests accompanied by a NOV are given top priority. In most cases, the required sewer tap will be installed within 10 business days after payment is received.
2. After the application is filed and the tap fee is paid a copy of the receipt should be faxed to GWS at (704) 336-6894. Please include the name of the Environmental Health Specialist (EHS) assigned to the work order on the fax coversheet.
3. Next, you will need to select a licensed plumbing contractor to connect the existing sewer line from the structure (house, business, etc.) to the sewer tap. It is recommended that you obtain several cost estimates before choosing a contractor. In most cases the contractor will need to obtain a plumbing permit for this work.
4. Once the sewer tap is installed by CMUD, the plumbing contractor will disconnect the sewer line draining into the septic tank and reconfigure the plumbing to connect it to the sewer tap.
5. Once a licensed plumbing contractor completes installation for the connection to municipal sewer, a permanent cap should be installed on the old sewer line supplying the septic tank. A licensed septage hauler should then be contacted to pump the septic tank. If the tank contents are not removed they may deteriorate the tank possibly

resulting in a tank collapse. The empty septic tank should either be filled with compacted clean soil or crushed in place and filled with clean soil. Tanks that are not properly abandoned may fill with water over time. This can impact or prevent plans for future additions or renovations at your site. Improperly abandoned tanks may not be able to support the weight of vehicular traffic, building foundations, or other structures built on the property. If this step is not performed it is possible for tank lids to crack and collapse over time. This creates a potentially hazardous situation and can become a liability for the property owner. If your septic system used a lift station (pump tank) you should contact a licensed electrician to properly disconnect and secure the electrical wiring for the system. After the wiring has been properly secured the pump tank should be abandoned in the same manner as the septic tank.

6. After all work has been completed the property owner should notify the EHS assigned to the work order. The EHS will conduct a site visit to the property to confirm that all work has been properly completed. After verification by the EHS he/she will indicate "COMPLIANT" status on the NOV and close the file. Please note that a NOV can not be closed until a site visit is made. If the items indicated in the NOV are not corrected within thirty (30) days of issuance legal action may be taken against the property owner.

For persons planning to connect to municipal sewer in cases that do not include a NOV the steps are similar to those listed above. The main exceptions are that the EHS does not have to be notified prior to beginning the work and the installation of the sewer tap will be dependant upon the work schedule of CMUD staff. Once the work has been completed you are encouraged to contact our office at (704) 336-5103 so we can update our records to indicate that your septic system has been taken off line and properly abandoned.

Following is a list of telephone numbers that may aid in connecting to municipal sewer and properly abandoning your septic system:

Groundwater & Wastewater Services	(704) 336-5103
Mecklenburg County Building Standards Department	(704) 336-2831
Charlotte Mecklenburg Utilities Department	(704) 399-2551
<i>(<a href="http://www.charmeck.org/Departments/Utilities/Home.htm">http://www.charmeck.org/Departments/Utilities/Home.htm</a>)</i>	